

# The Norfolk and Norwich University Hospital Nurses League

Charity Registration Number 290546

Executive meeting held on **Thursday 2nd February 2017**

Room 10 New Education Centre at the Norfolk & Norwich University Hospital.

**Present:** Mary Dolding (President), Vivien Aldridge, Margaret Allcock, Hilary Barker (Treasurer), Doreen Betts (Joint Editor), Elizabeth Blaxell (Joint Editor), Wendy Hobbs, Pat LeGrice, Mike Surkitt-Parr & Ruth McNamara (Secretary)

Mary Dolding thanked all Trustees for undertaking extra work on behalf of the League.

1. **Apologies** Ann Copsey (bereavement). Dawn Collins no apology – work commitments.
2. **Minutes from the last meeting:** Signed and agreed by all present. The President thanked Mike Surkitt-Parr for taking and writing up the last Minutes in the absence of our Secretary.
3. **Matters arising from the last meeting:**
  7. Mary Dolding reported that Gary Shayes had acknowledged the gift sent after our successful 'Away Day' September 2016.
  7. The first 'Launch Day' stand in the West Atrium after the last meeting was good publicity and gave awareness of the NNUH Nurses League's existence to trained nurses at the hospital. Photographs taken went viral on the NNUH website. A repeat event will be taking place after this meeting.
  - 11 AOB iv. An e-mail had been received from Miss Taylor's great niece after sending photographs of the wooden plate to be used at our annual service. The family thought it was very fitting as she would be 'forever holding the purses' and it was a great legacy.
4. **Financial reports:** Hilary Barker, Treasurer, distributed income and expenditure accounts via the internet to trustees.
  - i. Subscriptions/donations were coming in after Ann Copsey had sent out reminders.
  - ii. The cost of Christmas gifts to our Seniors in 2016 was unchanged.
  - iii. 2016 Journal postage was lower after many were delivered by Trustees. In 2017 we have been given permission to have the British ones posted paying a lower franked rate from the hospital post room.
  - iv Trustees present agreed to transfer £3,000 from the Barclays business savings account into the Barclays business current account. Our investments give us some income but interest rates are very low worldwide at the present time and costs rising. Tax relief from Gift Aid donations was in progress.
  - v. Mr Chris Rengert will be contacted for his financial report before the 2017 AGM.
5. **2016 Seniors gifts:** Ruth McNamara thanked the Trustees who had helped contact 54 Seniors offering them a Christmas gift. Many were just happy to reminisce and have a chat. More letters than usual had been received with thanks saying how pleased they were to be remembered by Members especially at Christmas. £422 had been spent on this project for Christmas 2016. Mrs Margaret Mulley (Morle) 1938-41, Mrs Betty Worboys (Howard) 1942, Mrs Christine Bush (Westwood) 1942-45 & Mrs Audrey Betts (Smith) 1943-6 had all died in 2016. Three Christmas cards were sent to Seniors in Australia.
6. **League Membership:** Hilary Barker informed Trustees that membership was now 355. She handed Trustees an up-to-date Member's address book. Envelopes were addressed ready for the 2017 Journal. Two new Members: Daphne Parry (Crisp) 1950-3 & Sandi Terry (Shorten) service 1980.
7. **Latest update of September 2016 'Away Day'**
  - i. The display cabinet on Level 2 West Atrium had been handed over with the League paying for two new keys (Margaret Allcock & Mary Dolding holders). The Hospital Trust paid for the blue backcloth. The inaugurate display is about *Jill Orton* – the first nurse in training at the N&N who had Diabetes Mellitus and later had a baby against all medical advice at the time. The story came to light from Barbara Robinson (Martin) 1956-59 when Trustees researched her Alice Long Medal. She told Margaret about Jill Orton & her survival for 50years with Diabetes. It will be unveiled at 12midday by her son Laurence and relatives. representatives from the Trust will also attend. Margaret Allcock & Vivien Aldridge were thanked for their research & display contents which came from the Leagues archives – 2017 Journal article.
  - ii. Ideas for themes were discussed for the next display in three months time and the future.
  - iii. Dr 'Paddy' was organising a service at Norwich Cathedral to celebrate International Nurses Day on Friday 12<sup>th</sup> May 2017 the time yet to be confirmed.
  - iv. Cromer Cottage Hospital Norfolk are celebrating 150 years in 2017 – Mary has been approached for the Nurses League support during the event. Details later.
8. **Website:**
  - i. **Mary Dolding** i. Informed Trustees of the pilot website and most had examined the site. After admin problems with passwords the opinion was that it was inviting and professionally put together.

- ii. There were security worries over displaying the accounts.
- iii. The number of AGMs/Trustee's meetings to be included was discussed. ? Two years.
- iv. It was suggested that each Member will be given a password/number to access the site.
- iv. Mary, Hilary, Ruth, Ann, Doreen & Vivien will meet with Dr 'Paddy', who has agreed to administer the site, to discuss the project and running costs before introducing it to Members at the AGM.

**9. Heritage committee update: Vivien Aldridge reported**

- i. There had been no formal meetings.
- ii. Work had been completed on our display cabinet - the subject of which will be changed three-monthly.
- iii. A photographer has offered his services in photographing uniforms for our records before they are deposited at the Norwich Costume Museum. This was the best way to display delicate articles. Our efforts did not do the uniforms justice. The offer will be accepted to professionally record them for our records.
- iv. We are still looking for a grey nurse's dress (1950-60). A request will be made at the AGM.
- v. Various articles have been received from Members to be used in future displays.
- vi. The purchase of a blue cotton cloth with a print of the League logo (10ftx6½ft costing £177.60p inc vat) was agreed by the Trustees. This will be used for League displays/promotions to cover tables etc. Elizabeth Blaxell will complete the order for it to be available at the AGM.

Congratulations were expressed to the Heritage Committee on their choice of display in the new cabinet.

**10. 2017 Journal update & dispatch: Elizabeth Blaxell informed:**

- i. The Journal was at the printers and work was made easier with the prompt delivery of the articles. 400 copies had been ordered.
- ii. Hilary Barker & Vivien Aldridge have agreed to proof read this year.
- iii. It was hoped to be ready for dispatch in early March and 'packers' will be notified.
- iv. Trustee's were asked to give addresses they could personally deliver saving on postage. Both were congratulated for their hard work as Editors.

v. **2017 Trustee Elections:** Ruth McNamara reported that nomination papers would be delivered to each Member within the Journal to be returned by Saturday 15<sup>th</sup> April 2017. Mary Dolding (President) Margaret Allcock, Doreen Betts (Ass. Editor) & Mike Surkitt-Parr have all agreed to stand again.

**11. 87th AGM & Reunion Saturday 13<sup>th</sup> May 2016 at 1.45pm in Benjamin Gooch Hall.**

- i. **Ruth** a. Correspond with Rev. Eleanor Langan to ask if she will again plan and lead us in our Service and provide service sheets for 100 people.
- b. It will be requested that the Hall be set up as a Chapel with the League's silver and white altar cloth, cross & piano installed. Trustees requested two hymns for the Service with notification of the collection in the last one - Slipper fund c/o Hospital Chaplains
- c. Contact Annette Jude to play the piano.
- d. Contact Hospital Transport Department to request 40 free car-parking for Members.
- e. Bring in the Bee Taylor collection plate.
- f. Will forward the scripture to the Reader (Heather Parle) as soon as she receives it from the Chaplain.
- ii. **Mary** is: a. seeking the payment of tea for 110 Members from within the hospital. She will request less gluten-free this year.
- b. Plates of assorted cakes on the table with cups & saucers. Tea will be poured by Trustees from teapots taken to tables. Refilled by **Doreen & Elizabeth** away from the tables.
- c. Liaise with our speaker Dr 'Paddy'. d. To print certificates of attendance.
- e. Contact Heather Parle to read the Lesson or find alternative.
- f. Poster/small paper & pens for Mug competition. cellotape/numbers for mugs entered Prize
- iii. **Hilary** will organise annual raffle prizes at the reunion. A notice will be designed to promote it.
- iv. **Pat & Wendy** – Agreed to purchase & arrange the Chapel flowers.
- v. **Margaret/Vivien** will display archive material.
- vi. **Ann** will write name labels for Members to speed up signing-in.
- vii **All:** If possible provide a small pot of flowers for tables & *Teapot*

**12. Any other business:**

- i. **Mary** attended Christine Bush's small funeral in December 2016.
- ii. Mary had telephoned Betty Lee who was happy with the treatment she was receiving at home. We have been assured by relatives that she needed nothing. Cards & flowers had been sent from Trustees wishing her well.

**13. Date of next meeting:** Saturday 13<sup>th</sup> May 9.30am in room 9 Old Education Centre.

**Signed.**

**Date.**

